

WELCOME TO ST. MICHAEL'S COLLEGE RESIDENCE!

We trust you're enjoying your summer and are starting to get excited about moving into residence in September. In anticipation of your arrival, we have provided answers to our most frequently asked questions, as well as some other general information you should find useful. Within this package, you will find information on the following:

- Room Assignments
- Fee & Payment Information
- Arrival Information
- Mail Service
- Telephone / Cable / Internet
- What to Bring / What not to Bring
- Meal Plan Information
- Student Government & House Council Information

ROOM ASSIGNMENTS

When will I know what building and room I've been assigned?

Room assignments for incoming residents are available to view on StarPortal under "Application Status." Please sign-in using your student number and the password that was emailed to you when you applied.

Is it possible to find out who my roommate is before I arrive? (Freshmen Only)

Yes. You will be able to view your roommate's name and email address on StarPortal, it will be under "Application Status"; click on "View Profile."

PAYMENT INFORMATION

How much are my total room & board & incidental fees?

These fees will be posted on your ACORN/ROSI account. To determine what your total amount owing will be, please visit: <https://stmikes.utoronto.ca/smcreidence/fees/> for our fee schedule. Look at what type of room you were assigned (single vs. double, standard vs. double, 5 day vs. 7 day meal plan) to determine what your total fees will be.

Your ACORN/ROSI account will show your invoice for the entire year and the payment schedule is as follows:

1. \$600 non-refundable deposit – this amount has already been paid online with a credit card when you accepted your residence offer
2. First Installment \$7,011 (\$7,141.70 for Non-SMC Students) – can **only** be paid through your ACORN/ROSI student account – this installment must be made by:

For NON-OSAP Student: August 23rd, 2016; *Service charges (interest) on any outstanding 1st Installment fees will begin to be applied to your ACORN/ROSI account on **September 15th, 2016.***

For OSAP/ other government loan deferral Students: September 30th, 2016; *Service charges (interest) on any outstanding 1st Installment fees will begin to be applied to your ACORN/ROSI account on **October 17th, 2016.***

Note: The above dates do not apply to those with a Scholarship/Tuition Waiver/Sponsorship Deferral.



3. Second Installment – and can **only** be paid through your ACORN/ROSI student account - this installment must be made by

For NON-OSAP Student: November 30th, 2016: *Service charges (interest) on any outstanding 1st Installment fees will begin to be applied to your ACORN/ROSI account on **December 15th, 2016.***

For OSAP/ other government loan deferral Students: January 31st, 2017; *Service charges (interest) on any outstanding 1st Installment fees will begin to be applied to your ACORN/ROSI account on **February 15th, 2017.***

Note: The above dates do not apply to those with a Scholarship/Tuition Waiver/Sponsorship Deferral.

How much is the first instalment of my residence fees and when is it due?

- \$7,011 for students registered academically at SMC
- \$7,011 + \$130.70 incidental fee for students who are NOT registered academically at SMC but who will be living here (i.e. engineering, professional faculty programs, students from other UofT Colleges). This fee covers the following services: SMC Student Union (\$28), The Mike Newspaper (\$5.20), the SMC College Fee (\$97.50). SMC students already pay these fees with their tuition.

Residents who have not paid their first installment by move in day will not be issued room keys.

How do I pay the first installment of my residence fees?

You must pay your residence fees through your bank, the same way tuition fees are paid, see below. Please visit www.fees.utoronto.ca for more info.

Note: SMC does not accept residence fee payments in person or by mail. You MUST pay to ACORN/ROSI through your bank. Students are expected to monitor their account balance online using ACORN/ROSI (www.rosi.utoronto.ca). Please note that your residence fees are maintained on ACORN/ROSI in the same account as your tuition fees.

How to Pay: Most major banks will allow you to transfer funds on-line from your personal account to your U of T account. Typically this requires you to add the “University of Toronto” as a new payee, and then enter your student number as your account number. If your bank does not offer internet banking and requires a paper invoice and payment in person, you can print an invoice directly from ACORN/ROSI.

For detailed instructions on how to pay your fees domestically, as well as internationally, visit: http://www.fees.utoronto.ca/news/fee_payment.htm or visit the [ACORN Help page](#) and navigate to: Finance.

Can I pay by credit card?

The University of Toronto now accepts fee payments by credit card. For instructions on making a credit card payment, please visit the [ACORN How-to page](#) and navigate to: Finances → Pay Tuition and Fees by Credit Card.

What if I’m relying on financial assistance to pay the first installment but the money won’t be disbursed until after Labour Day?

You must defer your fees. The process for deferring SMC residence fees is the same as it is for deferring tuition fees. You must defer your tuition fees by August 23rd, 2016 in order to also defer your residence fees. If you have successfully deferred, you will have until September 30th to pay your full first residence fee instalment. For instructions on deferral, please visit the [ACORN Help page](#) and navigate to: Finances → Defer Fees.

Withdrawals: If you wish to withdraw from residence you must immediately give written notice by e-mail to smc.residence@utoronto.ca (include your student number, full name and reason for withdrawing in the e-mail). Withdrawal penalties are charged for any withdrawal reason. For more information on our withdrawal policy, please see this link:

Residents who have paid their deposit but have not picked up their keys or made arrangements to pay the first installment by Monday, September 12th, 2016 will have their residency terminated and be subject to withdrawal fees as outlined in the Fees and Policies section of our website.



ARRIVAL INFORMATION

When is move-in day?

Monday, September 5th, 2016 (Labour Day). Our check-in desk will be staffed from 9:00 a.m. onwards. This is the day we recommend that all freshmen arrive as Frosh Week festivities begin bright and early the next morning. Please be prepared to show photo ID when picking up your keys.

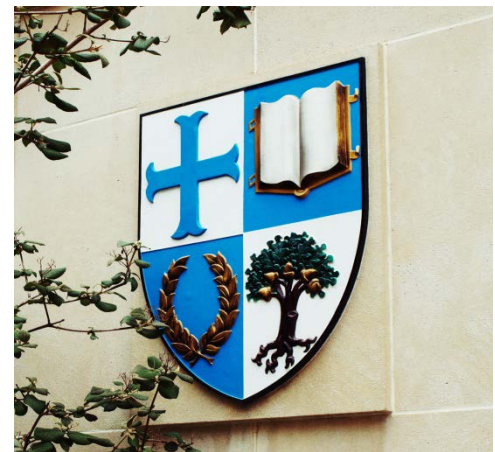
Can I move in early?

Due to the fact that cleaning and repairs are scheduled right up until move in day, we are unable to accommodate any early arrivals. Please do not ask for special consideration. If you will be arriving in Toronto before move-in day and require temporary accommodation, please check-out the U of T Housing Services [temporary accommodations](#).

NOTE: Some Professional Faculty students, Engineers, Varsity Athletes, Double Blue Crew students and Step-Up Participants are able to move in early. They are provided with their move-in date and time in their room assignment email.

How do I get to St. Michael's College?

The check-in desk is located at 81 St. Mary Street which is two blocks south of the Bay and Bloor intersection and West of Bay Street. If you're unfamiliar with downtown Toronto, we suggest typing our address into <http://maps.google.com> and downloading the corresponding maps.



Those arriving by plane at Pearson Airport can take the Union Pearson Express train which runs straight to Toronto Union Station in 25 minutes (<https://www.upexpress.com/>), a taxi to 81 St. Mary Street (approx. \$60), or take the 192 Airport Rocket bus (\$3.25) to Kipling Station, and then take the Subway to SMC (Museum or Bay station are closest), details here: http://www.ttc.ca/Riding_the_TTC/Airport_service.jsp.

Where should I go when I arrive?

If you are arriving between 9:00 a.m. – 4:00 p.m. on Labour Day, you will check in at Charbonnel Lounge which is located just past the 24 Porter's Desk in the Elmsley Hall lobby (81 St. Mary Street). All check-ins after this time will be handled at the Porter's Desk at 81 St. Mary St.

Where can I park on move-in day?

Residents assigned to Elmsley Hall, should drive to the end of St. Mary Street, turn left, and proceed behind Elmsley where there is short-term visitor parking. Residents of Queen's Park (Fisher, More, Teefy) should also drive behind Elmsley but proceed all the way down the ramp and park in front of the quad (but not on the grass!) Residents of the Historic Houses should turn left at the quad, and proceed to Elmsley Place which is the cobblestone lane on which the houses are found. Residents of Sorbara Hall should park on St. Joseph's Street (one block south of St. Mary) and then walk to the entrance at 81 St. Mary Street (don't worry, we'll have lots of guides on hand to direct you). You will receive a 1 hour parking pass for your car.

Should I bring anything to help move my stuff in on Labour Day?

Yes! Although the College will be making its supply of wagons and carts available to students, these items will be in extremely high demand on Labour Day. To avoid long waits, we strongly recommend that if you are arriving by car, you should bring your own cart, wagon, or dolly to assist with the move-in process.

MAIL SERVICE

What will my new mailing address be?

Your Name, Your Mailbox #
81 St. Mary Street,
Toronto, ON,
M5S 1J4

When will I receive my mail box number?

Your mailbox number is included in your room assignment email. Student mail that does not include a box number risks being returned to sender so be sure to give this number to all

those with whom you'll be corresponding (NB: your mailbox number is not the same as your room number).

Can I send some items to the College by mail and pick them up when I arrive?

No. Due to the fact that we have very limited storage space in our mail room, we ask that you not send items that will arrive before you do. Any mail that arrives ahead of your move-in day will be returned to sender.

TELEPHONE

How does the phone system work at the College?

All residents receive complementary telephone service which includes a phone, free local calling and voice mail. The general phone line for residents is 416-926-1664 and all students will be assigned their own 4 digit extension which parents/friends will need to know in order to contact you. Your phone extension will be labeled on your phone; you will see it when you arrive at your room.

How do I dial long distance from my phone?

To make long distance calls you will need to purchase a pre-paid long distance calling card.

CABLE/INTERNET

Is it possible to have cable television connected in my room?

Yes. Once you know your room assignment, simply call Roger's Cable and ask them to connect your service (<http://www.rogers.com>). Remember, TV service is a private arrangement between you and Rogers Cable and you will be billed directly by Rogers for all monthly charges.

What will I need in order to connect my computer to the internet?

At St Mike's, all residents receive high-speed WiFi Internet access through the University of Toronto Residence Network (ResNet). To connect, you will either need a WiFi capable computer, or a computer with an RJ-45 Ethernet port (standard equipment on almost all computers), and an RJ-45 patch cable (an ethernet cable) to connect from the wall outlet to your machine.



Additionally, all ResNet users are required to protect their computers against viruses or other activity that can impair network performance. For this reason, users must pass a security scan prior to gaining access on the network. Computers running Microsoft Windows

operating systems must have all critical security updates installed, as well as an up-to-date anti-virus software in place. Other operating systems, such as Macintosh and Linux OS, will also work with ResNet.

If you have any questions about the residence network, please contact the SMC Network Administrator at: smc.resnet@utoronto.ca.

WHAT TO BRING

All residence rooms are equipped with mattresses (we do not allow students to bring their own mattresses). Bedding/pillows/towels are not provided. [Residence Linens](#) offers convenient and reliable ordering and delivery of residence essentials. If you would like to place an order for bedding or other essentials and have it delivered in time for the 2016-2017 Academic Year move-in day, please see the [Residence Linens Brochure - 2016](#).

What sort of furniture is provided in my room?

Each room comes equipped with a desk and chair, a bed, a chest of drawers, a closet or wardrobe, and a phone.

Do you provide bed linens (i.e., pillow, pillow case, quilts and sheets)?

No, residents will have to bring these items from home.

What are some common items I might want to bring?

Although few students will feel the need to bring *everything* on this list, here are some ideas:

- Bedding for a single (aka twin-sized) mattress, including a pillow case, quilt, or duvet
- Coat hangers & laundry basket
- Umbrella
- Computer/printer and accessories
- Power bar (with a fuse) for your computer and an extension cord
- Bar fridge (up to 5 cubic feet - please, no full-size fridges);
- Formal clothes (sports jacket/blazer and tie for men - dress pants/skirt/dress for women) - to be worn at our end of term dinner and in your official house photo
- Towels, bathrobe and 'shower shoes' (i.e., thongs, flip flops)
- Alarm clock/clock radio, reading or desk lamp
- Surface cleaner (e.g., Windex), dust rags, basic cleaning supplies
- Electric kettle / coffee maker, coffee mugs, glasses, cutlery
- Iron and small ironing board
- Stereo with headphones



- Posters for your walls (NB – do not bring blue tacky adhesive. Masking tape or “magic mounts” brand adhesive tabs are preferred – there will be charges for damage to paint surface at the end of the year)
- TV/ DVD for use in your room; FYI - all common rooms have TV's
- Sports equipment (e.g., hockey stick, Frisbee, baseball glove, cleats, etc.)

Am I able to bring a small bar fridge?

Yes. A limited number of mini-fridges are available to rent through the Residence Office. This is first come first serve. Please email: smc.residence@utoronto.ca if you would like to reserve a fridge for the upcoming year. The cost of the rental is \$80 and the fee will be charged to your ACORN/ROSI account. Our staff will deliver the fridge to your room. If you are not able to reserve a fridge through the Residence Office, you may also purchase or rent a fridge from a company called Store Your Dorm (dormessentials.ca).

Is there anything I should NOT bring?

Yes. Cooking is prohibited in the residence rooms so any type of cooking range, open element devices like hot plates, toaster-ovens or open element burners are not permitted. Other items to avoid are full size refrigerators, incense or candles, large furniture items, home stereos with subwoofers or amplifiers, pets of any kind, or an automobile (there is no parking for residents at SMC so bringing a car will be very costly. However, SMC is close to all major subway lines so you will find the transit system to be very convenient.)

Can I bring my own bed and mattress?

No. In order to reduce the risk of bed bugs (which have become a big problem in large cities like Toronto), we do not allow students to bring beds or mattresses from home. If you require a different mattress for medical reasons, please contact our office at: smc.residence@utoronto.ca

Can I remove furniture from my room once I arrive?

No. All the furniture provided in your room must remain there for the year. We do not have enough manpower or storage to remove and store unwanted items.

Can I bring furniture items from home to supplement what's in the rooms?

Small furniture pieces such as a bedside table are permitted, but any fabric-covered furniture is strictly prohibited as it greatly increases the risk of bed bugs.

MEAL PLAN INFORMATION

The only meals provided on move-in day is a BBQ Dinner – regular meal service will begin on September 6th.

Please visit the page below for detailed meal plan information:

<https://stmikes.utoronto.ca/smresidence/mealplans/>

MISCELLANEOUS

Bicycles: The residence has an indoor bicycle shed located behind Kelly Library – for access see the Porter’s Desk. Additional bike storage facilities are located on the lower level of Sorbara Hall. A good lock is strongly recommended.



Insurance: We recommend that residents make sure their parent’s household insurance policy applies to their belongings. This is usually the case for students who are under 25 years old. If you are not covered by your parents’ insurance, you may want to consider purchasing insurance from a private company to guard against theft or damage.

Additional Costs: Residents should expect to pay a house fee of between \$20 to \$40 for the rental of communal house items such as a DVD, microwave, and ironing board. These fees will be decided by all members of the house in September. Some houses also decide to purchase house clothing such as T-shirts or hats (\$10 to \$40) but this is always optional. There is also an annual SMC Formal hosted by our student union which many of our residents choose to attend (approx. \$35 per ticket).

House Meeting: On the night before the first day of classes for A & S students (Sunday, September 11th), your Don will host a meeting where you will have a chance to meet the other members of your house, go over some basic guidelines for community living, and elect a House Executive (President, Dean’s Cup Rep., and Treasurer). Be sure to mark this date on your calendar.

Residence Handbook: All residence students should check out the [Residence Handbook](#) which is jam packed with useful information - from a brief history of the College, to advice on where to get a good late night slice of pizza.

YOUR HOUSE COUNCIL – GET INVOLVED!

What is a ‘residence house’?

St. Mike’s has a number of different residence buildings, and within each of these buildings are several ‘houses.’ Each has its own unique identity and spirit. At your first official house meeting, you and your housemates will elect a House Council.

What does the House Council do?

The House Council organizes social, athletic and recreational events for other house members. Through these activities, the Council will work to transform your house from a group of strangers into a close-knit spirited community.

There are three leadership positions on each House Council:

President: The President leads the House Council in planning events, calling house meetings, initiating communication with brother/sister floors, and attending occasional meetings called by the SMRC (St. Mike’ Residence Council). The President is also in charge of promoting and advertising events that take place within the residence houses, as well as the College (e.g. dances, parties, special guests to campus, etc.).

Dean’s Cup Rep: The Dean’s Cup Rep works with the other House Council members to encourage house spirit and organize fun activities however, this rep’s main job is to promote participation and support (i.e. spectators) for the Dean’s Cup events scheduled by the SMRC.

Treasurer: The Treasurer works with the rest of the House Council in planning events and projects but is primarily responsible for collecting house fees and keeping a record of income and expenditures. The amount of each house fee will be voted on at the first house meeting.

What makes a successful House Council?

Successful House Councils are those that:

- Get to know ALL the members of their floor – even those who may be shy or reserved at first. A good way to do this is by encouraging house members to eat together at meals.
- Maintain regular communication with their housemates to solicit input when planning larger events.
- Maintain regular communication with their don(s) about issues in the house.
- Maintain regular contact with, and organize events with their brother / sister floor



What are some events that House Councils have organized?

- Floor BBQ or movies nights (either in the common room or at a local theatre);
- Pool, darts, karaoke or trivia at one of the local pubs;
- Varsity sports games - especially if a house mate is on the team!
- House T-shirt design competition;
- Decorating the common room for Christmas; organizing a ‘Secret Santa’ gift exchange, or caroling;
- House photo album, website, yearbook or DVD;
- Trips to the CN Tower, Hockey Hall of Fame, Air Canada Centre, Royal Ontario Museum, Blue Jays, Raptors or Argos game, Art Gallery of Ontario, Greek Town, etc.;
- House tournaments in chess, trivial pursuit, video games, board games, etc;

These are just a few ideas – you’re only limited by your imagination.

Who can run?

Anyone can run for these positions but the best candidates tend to be those who are organized, outgoing, friendly, and fun. They should also be prepared to listen to and respect the views of their housemates.

What are the benefits?

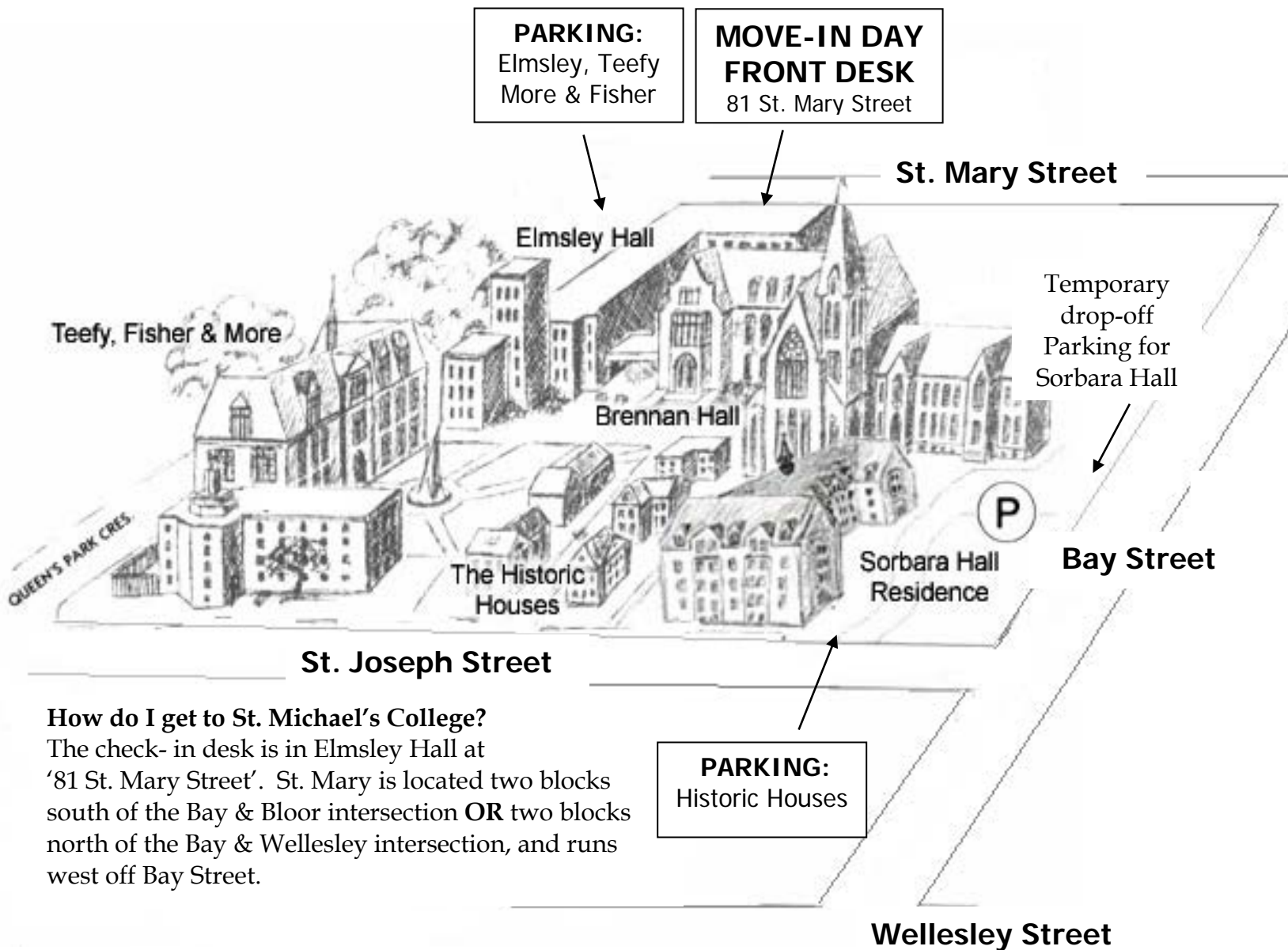
Being voted into a leadership position is always an honour, and one that will make your time at UofT more rewarding. Although service is always its own reward, being a House Council member also looks good on a resume. In some cases it can serve as a first step toward greater leadership positions within SMC – for instance, many of our Dons were once House Council members. It’s also a good way to raise your profile with your Don as well as the Dean – two people you may one day be asking for a letter of reference.

If I want to run for a position, what should I do?

Be prepared to introduce yourself to the rest of your house at the first house meeting and provide some reasons why you would make a good House Council member (e.g. ideas you have for events, past leadership experience, etc.). Your housemates will then cast their votes.



SMC MOVE-IN DAY MAP



How do I get to St. Michael's College?
The check-in desk is in Elmsley Hall at '81 St. Mary Street'. St. Mary is located two blocks south of the Bay & Bloor intersection **OR** two blocks north of the Bay & Wellesley intersection, and runs west off Bay Street.

Elmsley Hall or Queen's Park (Fisher, More Teefy):

Drive to the end of St. Mary Street, turn left, and then proceed along the back of Elmsley Hall where there is short-term visitor parking behind and to the south of Elmsley Hall (beside the quad).

Sorbara Hall

Park on St. Joseph's Street (one block south of St. Mary) and then walk to the entrance of 81 St. Mary Street (a guide will be there to direct you).